

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

August 15, 1967

MEMORANDUM FOR:

[REDACTED]
Office of Personnel
Central Intelligence Agency

STATINTL

Subject: Proposed Junior Assistant to Harold H. Saunders, NSC
Senior Staff Member.

This is an unofficial document to pave the way for something on a formal basis -- coming up very soon as an urgent item.

Mr. Rostow discussed the need for an assistant -- for each senior staff officer -- and Hal came up with a trainee-type position (job description enclosed) with the thought in mind that the Agency's training people might want to consider giving us a mid-level CI officer ("situation officer") for a year. The training in NSC could be part of the over-all career development.

If you recall, we had a trainee slot in the Intelligence Liaison branch of the Operations Coordinating Board (OCB) prior to 1961. When the Administration changed in 1961 the OCB was abolished. The last junior officer working under that program was [REDACTED] from the Agency.

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I had the general impression that the idea behind the "trainee" slot was a very good one. I have no record of adverse criticism of that program.

Will you be willing to explore this proposal with Mr. Echols? If he reacts favorably, would he be willing to give his approval to Hal's making contacts with the training office -- for discussions and "feelers", etc.?

Lois G. Moock
Lois G. Moock
Administrative Officer

Encl.

OK EMP

Job to be filled: Current intelligence officer as assistant to member, senior staff, National Security Council

Suggested grade: GS 9-11

Duties:

- a. Responsible for maintaining up-to-the-minute picture of the situation in all countries of North Africa and the Middle East (including Greece, Turkey, Iran) and for being in touch with the latest intelligence analysis of events.
- b. Conduct deeper investigations into some longer range situations that warrant special attention.
- c. Assist in handling the regular flow of White House business in this area and in preparing decision documents for the President.
- d. In the process of meeting all these responsibilities, maintain contact with State, Defense and AID officers to insure the broadest possible understanding of elements in a given situation.

Requirements: Ability to work quickly with a constantly shifting variety of subjects, to maintain a broad range of personal contacts in the departments and agencies without antagonizing anyone, and to write freely and concisely. Some area familiarity desirable.

Assignment: At least one year to achieve full usefulness. Suggest possible option on a second year, but that can be discussed.

Advantage to assignee and CIA: The value of CIA's product depends in large measure on its responsiveness to the needs of the policy-maker, particularly the President. Assignment of a CIA officer to this staff would increase the awareness of the assignee of the policy-maker's perspective and would sharpen his perception of how the Agency's product fits into the broader Washington picture.

August 5, 1967

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